

Ignite the power
of learning



CLAYTON-BRADLEY
ACADEMY

Job Description

Job Title: Custodian

Philosophy: At Clayton Bradley Academy, we believe in providing a clean, safe, and welcoming learning environment for our students, staff, and families. Our custodial team is the backbone of this mission, ensuring that our facilities reflect our commitment to excellence and professional care.

Qualifications:

- High school diploma or equivalent
- Some custodial experience preferred
- Valid driver's license
- Ability to pass background check

The ideal candidate will:

- Pay close attention to detail
- Accept and follow instruction
- Work well in a team environment
- Demonstrate a commitment to continuous improvement and learning

Responsibilities: The following are core duties of the Custodian:

- To support overall facility maintenance and cleaning:
 - a. Perform comprehensive cleaning tasks including sweeping, mopping, carpet cleaning, and trash removal, as well as other cleaning duties assigned by the Director of Facilities.
 - b. Operate industrial cleaning equipment safely and efficiently with provided training.
 - c. Lift and move equipment and supplies, with ability to consistently lift up to 50 pounds.
 - d. Work safely on ladders and scissor lifts for various maintenance tasks.
- To maintain facility safety and operational readiness:

- a. Assist in conducting regular facility inspections including, but not limited to fire extinguishers, emergency lights, and other safety related systems.
 - b. Promptly report maintenance and operational deficiencies and potential safety concerns to the Director of Facilities.
 - c. Prepare facilities for school events and daily operations (pre-cleaning, set up, tear down, post event clean-up).
- Other Duties:
 - a. Participate in staff meetings and professional development opportunities.
 - b. Follow all school policies and procedures
 - c. Other duties as assigned by the Director of Facilities or Administration.

Status and Benefits:

- Full-time position (40 hours per week)
- Annual Salary Range: \$31,000-\$36,000
- 21 Paid Time Off (PTO) days
- All major holidays off
- Weekends off

Additional Benefits:

- Medical Insurance
- Dental Insurance
- Vision Insurance
- Short and Long Term Disability Insurance
- Legal/IDShield Services
- Free Access to CMH Gym Facility
- Discount Subscription to Pure Magic Car Wash

Pay:

- Distributed monthly on the 15th and 30th via direct deposit
- First pay cycle July 15th, last pay cycle June 30th yearly
- Salary commensurate with experience

If interested, please visit the “Apply” section @ <https://claytonbradleyacademy.org/> or send your resume to Michael Jeffers (jeffersm@claytonbradleyacademy.org).